



**Tony Evers, Governor**  
**Dawn B. Crim, Secretary**

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March 2, 2020

Jasmine Fitzgerald  
Town Clerk  
Town of Two Creeks, Manitowoc County  
13504 Lakeshore Road  
Two Rivers, WI 54241

Re: Town of Two Creeks Jurisdiction Request for Uniform Dwelling Code and Camping Units Permitting and Inspecting

Dear Ms. Fitzgerald,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wis. Admin. Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over the permitting and inspection of one- and two-family dwellings and Camping Units pursuant to Wis. Stat. § 101.63(1).

As a condition of the delegation, you are required to comply in a timely manner with the following:

- Employ or contract with certified uniform dwelling code (UDC) inspectors (We understand that Scott Beining holds the proper certifications and is currently contracted with the Town for these services.)
- Include language in the ordinance that adopts the Camping Unit Code per SPS 327.06(1)
- Revise the current ordinance to cite the updated naming of the department, its code references, and code ID and numbering system (ex. Dept. of Commerce is now Dept. of Safety and Professional Services, "COMM" is now "SPS", COMM 20 becomes SPS 320)
- Provide the Department with a copy of any revisions to your municipality's ordinance

If your municipality chooses to relinquish jurisdiction, then please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

Our UDC consultant for your area, Robert "Lenny" Kanter at (608) 261-6541, is available to assist in any questions or concerns your municipality may have with implementing permitting and inspecting services for dwellings or camping units.

The Division of Industry Services looks forward to working with you.

Sincerely,

Michael D. McNally Jr.  
Section Chief, UDC and Camping Units Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
Robert "Lenny" Kanter, UDC Consultant, Technical Services Bureau